

S-E-C-R-E-T

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MEMORANDUM FOR: Chief, Intelligence School

30 July 1957

SUBJECT : Weekly Activities Report #31
24 July through 30 July 1957

I. Progress on Training Aids

A. Intelligence B.3

1. New display exhibit for OTR now in layout stage
2. New display exhibit for OCR now in layout stage
3. New display exhibit for ORR now in layout stage
4. Construction work being done on the necessary panels for the DD/S Exhibit

B. Intelligence B.4

1. Designs for two posters

C. Intelligence B.6

1. One chart to be lettered

D. Language and Area Training

1. Layout and compiling Russian Basic Kit and finished art for back cover
2. Layout and compiling Bulgarian Reader including design and finished art for front and back covers and map of Bulgaria
3. Layout and compiling Slovak Reader including design and finished art for front and back covers and map
4. Layout and compiling Serbo-Croatian Reader including design and finished art for front and back covers and map of Yugoslavia
5. Fifteen photographs to be dry-mounted on hardback
6. Japanese Ideographs, Volume 2, vari-typed for Language Training Reference Manual

E. Operations School O.22

1. Series of charts (12) for safehouse use. These charts are part of one unit on aircraft. Additional units are being planned.

F. Office of Security

1. One display exhibit for Office of Security

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II. Training Aids Completed

- A. Intelligence B.3
 - 1. One large sign
 - 2. One name plate
- B. Intelligence I.10
 - 1. Three magnetic charts
- C. International Communism
 - 1. One heavy lecturing stand
 - 2. Two name plates
- D. Language and Area Training
 - 1. Designed and completed finished art for front cover of Russian Basic Kit
- E. Operations School
 - 1. One map chart drawn in area divisions and two graph charts
 - 2. One name plate

III. Items of Administrative Interest

- A. is on the second of two weeks' annual leave. 25X1

Acting Chief, Visual Aids Staff

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